

**POLSON RURAL FIRE DISTRICT
BOARD MEETING MINUTES**

Fairgrounds Fire Station No. 1

November 8, 2017

6:00 p.m.

Notice: All meetings for the Polson Rural Fire District Board of Trustees are recorded.
A portion of the minutes are summarized.

Board trustees present: Fred Nelson, Ron Roberts, Dick Wunderlich, R. Jack Clapp, John Doty.

Board trustee absent: None

Staff: Fire Chief Gordon R. Gieser, Finance Officer Bonnie M. Manicke.

Guests/Visitors: Paul Laisy, Una Rose Graham, Cynthia Waterman, David Waterman, Jeff Meslin, Alison Meslin, Frank Galiardo, Jim Nethercott, Drew Hoel, Beth Hoel, Will Woodger, Matt Dougherty.

Chair Nelson opened the meeting with the Pledge of Allegiance at 6:00 p.m. {00:09} – Chair Nelson thanked everyone for attending.

Minutes October 11, 2017 {00:52} – Chair Nelson requested an addition to the minutes. Mill levy committee, page 5 committee members: Trustee Clapp, Trustee Roberts; Big Arm residents – Ray Winn, David Waterman, Polson resident – Paul Laisy, plus two additional district residents to be appointed. Trustee Clapp motion to approve the October 11, 2017 minutes with the supplementation. Trustee Wunderlich second. Public comment: none. Motion passed unanimously by voice vote.

Communications {04:05} – Thank you from Mac Binger regarding October 17th fire. To Polson Rural and Polson City Volunteer Fire Departments: With great respect and admiration, I thank all of you for taking the time away from your busy schedules to bring the fire at Loon Lake Ranch, south of Big Arm, under control on October 17th, 2017. It was amazing how you all worked together so well and knew exactly what to do. I have never witnessed how lighting a back fire would be so effective in taming an out of control fire. All your work that day will be forever appreciated. Brian, Drew, Reggie, Gordon, Vincent, Michael, Brian, Caleb, John, Hailey, Cole, James, Will, Martinen, Jeff, Justin, Ronnie, Jack, Carol, Jane, Gregg, Calvin, Grant, Verner, Gerald, Matt, Ashlee, Chris, Shondra, Kyle, Jonathon, Brad, Derrik, Chris, Cheryl, Blake, Karlee, Keith, Patrick, James, Robyn, Terry, Britt, Pete, Chad, Jacob, Kevin, Dave, Bruce, Charles, Jodi, Matt, Julie, Sean, Liz, Martin, Reggie, Steve, Toby and, Clint. Thank you all! With respect, Mac Binger

Claims: {05:37} – Quik E'z Repair, LLC invoice \$552.39 tender #319 repair trans cooler. Trustee Roberts commented the command vehicle #301 monthly fuel use indicates it is not a mileage maker. Trustee Wunderlich motion to approve the October, 2017 claims. Trustee Doty second. Public comment: none. Motion passed unanimously by voice vote.

TREASURY REPORT FOR MONTH ENDING OCTOBER 31, 2017 {07:38} – Lake County reports for month ending October, 2017 were not available. The operating fund reflects the claims paid. Revenue was not posted to the funds. The report is preliminary.

FUND # 7245 Operating Fund	\$ 1,938.20
FUND # 7244 Voted Levy (5 mills with sunset)	\$ 21,210.54
FUND # 7246 Capital Improvement Fund	\$ 115,471.15
FUND # 7243 Voted Levy Operating Fund	\$.13

Check numbers 6657 – 6679, both inclusive issued 11/08/17 \$ 19,464.59

Represents October, 2017 claims

Operating \$ 5,132.90

Debt service

Fairgrounds Station #1 \$11,422.94

Loan Balance \$ 21,794.22

FINAL 11/15/2018

Lake County \$ 2,908.75

Unit #300 Chief's Administration Vehicle

Loan Balance \$ 17,452.45

FINAL 11/30/2020

Public Safety:

Fire Chief payroll 10/13 and 10/27, 2017 (Gross) \$2,923.08

Employer expense match SS & Medicare; state fee \$ 230.93

Quick books processing fee \$ 3.50

A101 Revenue Receipts Deposit to Fund #7245 Operating

10/06/17 Receipt #A101-105192 West Shore Community Church \$150.00

Utilities stipend July, August, September 2017

10/06/17 Receipt #A101-105193 AAA Grant

Grant for Fire Prevention Week \$1,000.00

10/31/17 Receipt #A101-105442 VFIS Insurance Claim

Bendix King radio ran over at scene (donated by Innovating Contractors) \$1,300.00

10/31/17 Receipt #A101-105443 VFIS Insurance Claim

Minitor 6 radio dropped in lake \$1,311.00

Pending receipt: Farmers Insurance Vehicle accident claim 8/04/17 \$1,171.00

Public comment: None. Chair Nelson thanked Bonnie for the report.

CHIEF'S REPORT {12:04} – Chief Gieser presented the following report October through November 7, 2017 responded to 20 calls. Calls: 1. Smoke sighting Kerr dam road & Lakeview; 2. Car vs deer Minesinger & Mountain View; 3. Mva mm 72 hwy 93; Noted the next five calls occurred in a four hour operational period. 4. Wild land fire Walking Horse Lane (Binger Fire); 5. Wild land fire Irvine Flats road; 6. Unattended campfire Walsted State Park; 7. Tree across the road Melita Island road; 8. Vehicle accident Minesinger and Hwy 93, which involved one of our responders; 9. Carbon monoxide alarm Melita Island road; 10. Lift assist Flathead drive; 11. Lift assist hwy 93; 12. Carbon monoxide alarm Melita Island Road; 13. Vehicle accident Tower Road and Hwy 93; 14. Vehicle vs deer mm 64 Hwy 93; 15. Possible car fire Caffrey and Hwy 93;

16. Flames scene Lost Quartz Road; 17. Multiple vehicle accident mile marker 70; 18. Smoke alarm 38624 Masumola Lane; 19. Tree on the highway mile marker 67 Hwy 93; 20. Car vs deer Hwy 93 and Ford Road.

Administration: Completed four station locations on the GIS map. The GIS map was requested to provide accurate information for a new station location. The proposed location is considered with the county land available. Although it may not be the site for a new station. Arranged chassis replacement for military chassis. The replacement was delivered from Salt Lake to DNRC Missoula at no cost. The chassis is ready to drive to Polson. Infirs reports are completed up to date. Responder on administrative leave pending completion of an accident investigation by Montana highway patrol.

Repair and Maintenance: E-316 reset oil change system; Wt-319 straighten tail board; E-313 reattach top rear warning light; Sta-1 change base radio antenna on station; Military chassis disassemble and inspect passenger side planetary hub drive; U-300 service unit; E-316 blow out and winterize; E-313 blow out and winterize; Sta-2 change out base station power supply; E-323 blow out and winterize. Chair Nelson thanked Gordon for the report.

MEMBERSHIP REPORT {} – No report.

Old Business:

UPDATE ON STATION SOUTH GIS MAP LOCATION {} – Chief Gieser reviewed the revised GIS map provided by Lake County GIS department which included Regatta Road. The GIS map was requested to provide accurate information for a new station location. Alison Meslin commented the Valley View area should be included in the process. Matt Dougherty questioned the ISO station location analysis within the five miles which will provide a reduction in property insurance cost. The proposed station will include the community comments and involve budget analysis.

UPDATE ON TENDER {} - Chief Gieser reported the tender is a work in progress. Gordon plans to continue the inspection and operation. Public comment: None

UPDATE ON ANTENNA ON JETTE {} – Work in progress.

COMMITTEE REPORT ON BY-LAWS AND APPROVAL {} - Trustee Wunderlich reported a copy of the revised by-law document is available for the public this evening. The committee will work on a policy manual separate from the by-laws. The documents are a work in progress.

COMMITTEE REPORT ON BOARD POLICIES {} - Trustee Wunderlich reported the committee is working on a policy manual. The policies in the previous by-laws didn't fit. A housecleaning with separate by-laws and policies will be reviewed by Attorney Rich Gebhardt and the committee.

COMMITTEE REPORT ON 2017 WILDLAND FIRE INCOME {} - Trustee Clapp reported the current wildland fire income includes the October 17, 2017 fires at \$6,000. The prior anticipated income at \$76,000 plus \$6,000 with an estimated total \$82,000. The proposed expenditures are: 1). repairs to apparatus \$10,000; 2). Upgrade new tender \$52,000; 3). Equipment needs, including radios \$15,000; 4). Reserve to general operating fund \$5,000; 5). plus fuel reimbursement estimated at \$2,000 to \$3,000.

REPORT ON MILL LEVY INCREASE LOSS OF REVENUE {} - Trustee Wunderlich reported the loss of tax revenue should be analyzed. The services need to be maintained at an adequate level. The mill levy committee will review the needs.

UPDATE ON STATION SIGN {} - Tabled

UPDATE ON INTERNET ACCESS {} - Tabled.

New Business:

SNOW PLOWING CONTRACT {} – Board requested Chief Gieser advertise for snow plowing bids for the 2017-2018 winter season at Station 1 and Station 2. Interested parties may submit bid for both locations combined or separate.

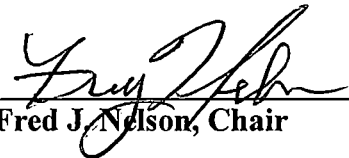
FACEBOOK {} – Tabled.

Public comment on non-agenda items {} – Cynthia Waterman questioned the status of the by-laws. Chair Nelson replied the document is being reviewed further with Attorney Rich Gebhardt.

ADJOURN: {} – Trustee Doty motion to adjourn. Trustee Clapp second. Motion passed unanimously by voice vote.

ADJOURN: 7:10 p.m.

Reschedule December monthly meeting to Thursday, December 14, 2017, 6:00 p.m. location Fairgrounds Station No. 1.


Fred J. Nelson, Chair


Dick Wunderlich Secretary-Treasurer


Bonnie M. Manicke, Recorder

559853

AGENDA

Polson Rural Fire District Trustees Monthly Meeting
WEDNESDAY, NOVEMBER 08, 2017 **6:00 p.m.**
Fairgrounds Station #1 ~ 25B Regatta Rd. ~ Polson
Phone 406 883 4244

Trustee Meeting Includes:

Public comment by raising your hand

Review minutes – October 11, 2017 - Bonnie
Communications - Bonnie
Review & Approve Claims - Chief Gieser & Bonnie
Treasurer's Report - Bonnie
Chief's Report
Membership Report

Old Business Including:

Update station south GIS map location - Chief Gieser
Update on tender - Chief Gieser
Update on antenna on Jette - Chief Gieser & Michael Hingiss
Committee report on By-laws and approval - Trustee Wunderlich
Committee report on board policies - Trustee Wunderlich
Committee report on wildland fire income - Trustee Clapp
Report on mill levy increase – loss of revenue - Trustee Wunderlich
Update on station sign - Michael Hingiss
Update on internet access - Michael Hingiss

New Business Including:

Public comment by raising your hand

Snowplow contract
Facebook - Michael Hingiss

Public Input on Non Agenda Items:

Comments:

Adjourn:

****ALL RESIDENT OF THE POLSON RURAL FIRE DISTRICT ARE ENCOURAGED TO ATTEND AND PROVIDE HELPFUL COMMENTS. OTHER ITEMS NEED TO BE SUBMITTED TO THE BOARD 10 DAYS IN ADVANCE OF THE MEETING.**

October 2017 claims Approved 11/08/17

Num	Description	Memo	Category	Amount
6657	AutoZone	Inv#9861925 air filter, motor oil Unit# 301	211 Vehicle Repair & Maint Supplies	-51.86
		Inv#9861964 motor oil Unit# 301	211 Vehicle Repair & Maint Supplies	-11.24
6658	Century Link	Acct#411978591 883-4244 Fairgrounds Stn #1 landline	317 Phone (Landline) - Fairgrounds Stn.	-60.72
6659	City Of Polson	Utility Billing Acct 7304 Fairgrounds Stn Fill Spout Oct 6000 Gal	316 Water Fill Spout - Fairgrounds Stn.	-63.30
6660	Davis & Brown CPAs PC	Inv#1365 10/02/17 3rd Qtr Rpts	345 Payroll Accounting Fire Chief Salary	-58.00
		Inv#1365 10/11/17 Advise Bonnie RE: Marie Surgery	345 Payroll Accounting Fire Chief Salary	-9.67
		Inv#1365 10/11/17 run payroll w/ reports	345 Payroll Accounting Fire Chief Salary	-17.40
		Inv#1365 10/23/17 run payroll w/ rpts	345 Payroll Accounting Fire Chief Salary	-15.66
6661	First Bank Card	Cooper Hedeon new volunteer	508 Background Checks (New Firefighters)	-14.50
		MacKenzie River Pizza RE: Fire Prevention Week	202 Miscellaneous Supplies	-88.00
6662	Gordon R Gieser	Reimburse physical exam 11/01/17	505 Firefighters Physicals	-120.00
6663	Jette Services	Oct, 2017 weekly cleaning Fairgrounds Station	321 Cleaning Services - Fairgrounds Stn.	-125.00
6664	Lake County	Pymt#4 2016 Ram 1500 SSV Crew Cab Pickup VIN 1C6RR7XT2GS235978	615 Loan with Lake Co Command Veh #300	-2908.75
6665	Lake County Fire Association	2017 dues	331 Membership & Dues	-50.00
6666	Lake County IT	Invoice #1002 internet & website service October, 2017	201 Operating Supplies	-25.00
6667	Mission Valley Power	Location #2806820000	302 Electricity - Big Arm Station	-78.33
		Location #2876820002 {1-security light}	302 Electricity - Big Arm Station	-13.07
		Location #2400744000	315 Electricity - Fairgrounds Station	-309.70
6668	Montana Ace Polson	Inv17135166 supplies to rpr leak @ Stn 1	320 Repairs & Maint. Fairgrounds Station	-18.57
		Inv17135220 supplies to rpr leak @ Stn 1	320 Repairs & Maint. Fairgrounds Station	-12.98
		Inv17135166 supplies to rpr leak @ Stn 1	320 Repairs & Maint. Fairgrounds Station	-20.96
6669	Montana Electronics Co., Inc	Inv#1422 2-Minitor V batteries	206 Radios & Pagers, Repair	-50.00
6670	Montana State Fund	Policy #03-434961-3 Inv#12627204 Workers' Comp Inst 2 of 4	506 Worker's Compensation	-1819.89
6671	Polson Auto Parts, Inc.	Acct #5824 Inv#454031 E-316 oil filter	211 Vehicle Repair & Maint Supplies	-37.18
6672	Providence Health Service	Acct#465000302907 Cole R. Bick	505 Firefighters Physicals	-89.00
6673	Quik E'z Towing & Repair LLC	Inv#8955 2.4 hours labor repair coolant Unit #319	211 Vehicle Repair & Maint Supplies	-268.80
		Inv#8955 7.5 qts ATF	211 Vehicle Repair & Maint Supplies	-56.25
		Inv#8955 sub-let labor labor repair coolant	211 Vehicle Repair & Maint Supplies	-206.25
		Inv#8955 disposal	211 Vehicle Repair & Maint Supplies	-5.00
		Inv#8955 shop supplies	211 Vehicle Repair & Maint Supplies	-16.09
6674	Republic Services	Acct #3-0889-0014329 Inv#0889-002034144	319 Disposal Service - Fairgrounds Stn.	-58.37
6675	UPS Store	Inv 13223 copies, ofc sup Training manual	332 Training	-41.04
		Inv 13244 shipping supplies & pstg	332 Training	-7.92
6676	Valley Bank Ronan Branch	Principal	605 Loan Valley Bank Fairgrounds Station	-10796.66
		Interest	605 Loan Valley Bank Fairgrounds Station	-626.26
		Balance outstanding following payment \$21,794.22	605 Loan Valley Bank Fairgrounds Station	
6677	Valley Business Systems	131A magenta cart purchased 11-6-17	220 Office Supplies	-100.00
		131A cyan cart purchased 11-6-17	220 Office Supplies	-100.00
6678	Wal Mart Polson	Acct #6032 2020 1008 9218 Inv 6799 E-314 antifreeze	202 Miscellaneous Supplies	-5.16
6679	WEX Bank	Truck #301	210 Gas, Diesel, Oil	-242.76
		Truck #318	210 Gas, Diesel, Oil	-139.49
		Truck #328	210 Gas, Diesel, Oil	-39.07
		Truck #327	210 Gas, Diesel, Oil	-67.56
		Truck #326	210 Gas, Diesel, Oil	-73.28
		Truck #319	210 Gas, Diesel, Oil	-57.46
		Truck #324	210 Gas, Diesel, Oil	-64.40
		Truck #300	210 Gas, Diesel, Oil	-156.88
		Truck #316	210 Gas, Diesel, Oil	-72.27
		Truck #333	210 Gas, Diesel, Oil	-51.68
		Truck #308	210 Gas, Diesel, Oil	-69.20
		Truck #313	210 Gas, Diesel, Oil	-73.96
TOTAL CLAIMS OCTOBER 2017				-19464.59